

MORTON GROVE PUBLIC LIBRARY

**MORTON GROVE PUBLIC LIBRARY
MINUTES OF THE BOARD OF TRUSTEES MEETING
Cooperman Room
September 11, 2025
7:00 P.M.**

The Board of Trustees of the Morton Grove Public Library met on Thursday September 11, 2025, in the Cooperman Room. All packets were distributed in person by Tuesday September 9, 2025. An agenda was posted in the Library and to the Library website 48 hours prior to the meeting, in accordance with the Open Meetings Act.

CALL TO ORDER

The meeting was called to order at 7:06 p.m. by President Macejak.

ROLL CALL

Those answering roll call were Trustees Flores, Gonzalez, Jost, Macejak, Moldofsky, and Pelletier.

Absent was Trustee Hussain.

Also present: Executive Director Pamela Leffler, Business Manager Leighton Shell, and Head of Access Services Jeffrey Ray.

Members of the Public Present: there were no members of the public present.

PUBLIC COMMENTS – AGENDA ITEMS ONLY

There were no public comments related to agenda items.

APPROVAL OF THE CONSENT AGENDA OF SEPTEMBER 11, 2025

A motion to approve the Consent Agenda of September 11, 2025, which included Minutes of the Regular Board Meeting August 14, 2025, and the Financial Reports for August 2025, was made by President Macejak and seconded by Trustee Flores.

Ayes: Trustees Flores, Gonzalez, Jost, Macejak, Moldofsky, and Pelletier.

Absent: Trustee Hussain

PRESIDENT'S REPORT

President Macejak had no President's Report this month.

COMMITTEE REPORTS

Finance was covered earlier in the meeting. Facilities was discussed during the building walkthrough. The Policy Committee is scheduled to meet before next meeting.

Trustee Hussain joined the meeting at 7:08 p.m.

STAFF REPORTS

President Macejak indicated she was pleased to see that the Library was awarded the Illinois Per Capita Grant. Executive Director Leffler indicated she had received two questions from Trustee Moldofsky about the Per Capita Grant so she would use this opportunity to answer them. Trustee Moldofsky had asked how the Per Capita Grant was determined and how the amount received this year compared to the previous year. Director Leffler indicated that, this year the State of Illinois awarded \$1.475 per person in the community based on the most recent census, which for Morton Grove was 25,297 people. She also reported that the \$37,313.08 received was only slightly less than the \$37,566 received in 2024 and that she expects it will stay around this level for the next few years.

Director Leffler indicated she did not have anything to add to her written report.

Trustee Flores asked how the Teen Hangout event was publicized. Director Leffler explained it was publicized using the usual methods include social media, the newsletter, email blasts, etc., but that programming for Teens is notoriously difficult due to other demands on their time, especially during the school year. She reported that we have better success with outreach to Teens and programs like Exam Cram events during final exam week at school.

UNFINISHED BUSINESS

Bathroom Renovation

Director Leffler reported that she had met with the person who will be handling the asbestos abatement the previous Monday and that she had a meeting scheduled with the Zach Swanson, the renovation project manager, the next day to firm up the project timeline. She will email the Board the information resulting from that meeting. The asbestos abatement will cost approximately \$31,000 to \$33,000.

President Macejak asked if the Board needed to approve any closures for the renovation. Director Leffler indicated she doesn't know what days, if any, would require closing at this point.

NEW BUSINESS

Executive Director Search

President Macejak referred the Board to three proposals from hiring consultants: one from Stacks, one from Dieters & Todd, and one from Bradbury Miller Associates. She indicated that she had spoken to members of other library boards, and the general consensus is that it is highly recommended to use a hiring consultant as opposed to conducting the search themselves. She also feels it is important that the staff has the opportunity to interview candidates and to provide honest assessments.

Trustee Gonzalez indicated that when reviewing the proposals, she noticed that the one from Stacks did not include a guarantee and that she would suggest inquiring about that if we reach out to them for more information. President Macejak agreed and indicated she felt the Dieters & Todd proposal seemed to have the most detail as to the process. Trustee Moldofsky agreed that Dieters & Todd's proposal was well laid out.

Trustee Moldofsky asked if there were interested internal candidates for the position and if the Library was legally required to look outside the Library. Director Leffler stated that the Library was not legally required to look outside, but that it was highly recommended, particularly in the Chicagoland area where there is an

especially large pool of talented individuals. Trustee Moldofsky felt an additional advantage of going with an internal candidate is the opportunity for other internal advancement within the Library. She is concerned about losing staff to other libraries. Director Leffler stated that that is not something unique to Morton Grove Public Library. Libraries in general are structured in a way that isn't conducive to frequent advancement. Also, any positions vacated by internal advancement would still be filled by posting the job for internal and external candidates.

Trustee Moldofsky asked about the timeline proposed by Dieters & Todd with the December holidays approaching. Director Leffler stated she had spoken with Alex Todd and that the timeline proposed could easily be shifted earlier if there were concerns about the holidays. Trustee Gonzalez indicated that she felt Dieters & Todd's experience and network might be preferred if the search timeline needs to be sped up or compressed.

The Board also discussed the pros and cons of having a period of overlap with a new Director and the old Director.

A motion to approve the hiring of Dieters & Todd to conduct the Executive Director search for the Morton Grove Public Library was made by President Macejak and seconded by Trustee Jost.

Trustee Moldofsky asked if the number of finalists (two) proposed by Dieters & Todd was sufficient. Trustee Gonzalez, who has experience as an executive recruiting consultant, said it depends on the size of the pool of applicants. Her experience was to have 2-3 finalists, but that generally they would have a fairly strong idea of who the top candidates were by the end of the process.

Ayes: Trustees Flores, Gonzalez, Hussain, Jost, Macejak, Moldofsky, and Pelletier.

Director Leffler confirmed that Board would like to shift the timeline up by a month if possible.

Trustee Moldofsky asked if Dieters & Todd would meet the Board at an existing Board meeting or if it would require a special meeting. President Macejak stated there would probably be some special meetings required throughout the process.

2026 Budget Presentation

Director Leffer presented the 2026 budget to the Board, highlighting any significant new or changed budget lines, such as the new budget line 5015 for Collections – Processing & Shipping. As this was the first reading of the 2026 budget, there will be no vote on it this meeting.

COMMUNICATIONS

The only communication was the letter from the Illinois Secretary of State's office informing the Library that it was awarded the Per Capita Grant in the amount of \$37,313.08.

PUBLIC COMMENTS NON-AGENDA ITEMS

There were no non-agenda public comments.

President Macejak informed the Board that they would need to hold board elections soon to elect an official Board Treasurer, as the position is currently vacant. Director Leffler informed the Board that the September meeting will be the first reading of the proposed 2026 budget.

ADJOURNMENT

The meeting was adjourned at 8:51 p.m. by President Macejak.

APPROVED:




President

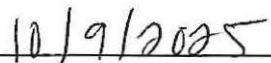


Date

ATTEST:



Secretary



Date